Kittanning Public Library Orion StarBlast Telescope Lending Policy and Agreement

1. The telescope may be checked out by a member of the Kittanning Public Library who is 18 years of age or older, been a member for at least six months and in good standing. Patron must present current proof of address (e.g. driver's license, utility bill, etc.) before checking out the telescope.

2. The patron will sign a Telescope Borrowing Agreement each time they check out the telescope.

3. The telescope will circulate for up to 7 days and must be handed directly to a staff member when returned.

4. The telescope can be renewed for an additional 7 days if no other patron waiting to borrow it.

5. The telescope must be checked out and returned at Kittanning Public Library *only*.

6. The overdue fine for the telescope is $5.00 per day.

7. If the telescope is not returned within 2 weeks of its due date, the patron will be charged $350 to cover replacement costs.

8. If the telescope is damaged, a fee will be determined by the library based on the cost of repairing the telescope, and will be charged to the patron.

9. The patron is not permitted to lend the telescope to anyone while the telescope is in his/her possession. The telescope is your responsibility during the time it is signed out in your name.

10. Children must be supervised while using the telescope.

11. Treat the telescope with care and keep it in its tote when traveling to and from any destination.

12. Return all parts of the device and the books included when you bring the telescope back to the library. Patrons will be charged for missing items.

13. **DO NOT LOOK AT THE SUN WITH THE TELESCOPE; DOING THIS CAN BLIND THE USER. THE LIBRARY IS NOT RESONSIBLE FOR ANY DAMAGES A PATRON INFLICTS UPON ONESELF OR THE TELESCOPE.**

14. Have fun with the telescope and feel free to call the library with any questions!

15. Any situation not covered by this policy will be reviewed and acted upon by the Board of Trustees in its sole discretion.

Telescope Borrowing Agreement for the following date: _____

I agree to follow this policy when borrowing the Orion StarBlast Telescope from the Kittanning Public Library. I accept all responsibility for any damage to the telescope or caused by the use of the telescope when it is checked out in my name. I understand that I should not look at the sun with the telescope.

Signed _____

Phone_____

Date Borrowed: _____ Staff Initials: _____

Due Date: _____

Driver's License/Photo ID: _____

Date Returned: _____ Staff Initials: _____

Return the following items by _____:

- Telescope
- Moon Lens
- Laminated user's manual
- Red light
- Star Target Constellation & Celestial Object Finder
- Sky & Telescope Moon Map
- *Discover the Stars: Starwatching using the naked eye, binoculars, or a telescope*
- *Starry Night Software*